



UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT

REQUIREMENTS FOR MANUFACTURED HOMES

Once the applicant has found an approved dealer contractor, the following must be submitted for processing:

- Copy of the sales contract for unit and options, to include credit for axles and tires. One contract for the construction of the home is required. RD requires the applicant have one contract with an approved dealer/contractor who will be responsible for the setup and the water, sewer, utilities, lawn work, drive etc. Remember, you must have a plot plan with your specs etc., to show all work as per 1924-A Exhibit C. On the contract you should make 100% payment at 100% completion of the work. All monies will go to the person on the contract, not sub contractors etc,
- An itemized cost breakdown of the site development to include foundation, utilities, septic, if applicable, and any improvements necessary to be considered turnkey. Remember, this whole thing is treated just like home construction, you need to do a site visit etc., to accept the lot, get certified plans and drawings, do a contract, do inspections, insure all utilities are connected (and if well or sewer requirements are met), get a Builders Warranty, 1924-19, Release By Claimants, 1924-10, and do the final inspection. The final inspection on this shall include the interior of the unit to insure there was no damage during the shipping of the unit, in the event there is, insure the contractor makes all necessary needed repairs (you might want to spell this out in the contract itself so there is no misunderstanding later).
- Provide two complete sets of the plot plan and site development plan as described under RD instruction 1924-A, Exhibit C (Plot plan should include: Legal description, lot dimensions, location and dimensions of the unit, locations of walks, porches, parking, etc., easements, set back requirements, first floor elevation, each corner finish grade elevation, elevation of the lot lines, drainage away from the house including swales, location of individual water and sewer systems, if applicable, etc).
- Provide Form RD MO RH Guide 7A "Description of Material" for Manufactured Homes. This is specific for foundation and site development. The foundation plan should show the following:
 1. Minimum footing size is 8 inches thick and 16 inches wide. Loads shall be transferred to the earth at a depth below the established frost line without exceeding the safe bearing capacity of the supporting soil.
 2. Two horizontal rebar in footing
 3. Basement wall 8 inch concrete wall with #4 rebar 4 ft. on center vertically and also horizontally at the top, middle, and bottom. Footing drain to be a 4 inch drain tile in crushed rock, 4 inch line to drain into sump pump or pump to discharge at road ditch, back yard, or positive drain. Sump is required only if dwelling has a basement and elevation does not permit for gravity drain. A drainage system is not required for crawl space dwelling when the foundation is installed on well-drained ground or sand-gravel mixture soils according to the Unified Soil Classification System, Group I Soils, as detailed in table R401-4.1 of the International Residential Code 2000 Edition. Show location of windows in basement wall.
 4. Crawl Space foundation wall would need to meet same requirement as the basement wall. However crawl space would need to show location of ventilation and minimum access to crawl space 18 inches by 24 inches.
 5. Basement wall would need to show waterproofing from the top of the footing to the finished grade.

1. Foundation plan would also need to show location of pier pads, supporting columns, column anchorage and anchorage of the dwelling to the foundation walls.
2. Footings and foundation must meet Rural Development requirements and the International Residential Code 2000 Edition. For the footing and foundation work and installation process, the drawings must include details as per 1924.5 (f) (1) and be certified on the RD 1924-25 form. In the event a garage is to be constructed with the unit, drawings shall be included and certified to as though it was a newly constructed home. This would include a wall section, floor plan (concrete), truss detail etc, of the complete garage; provide a front, rear, and side view of the garage, insure a one hour fire wall between the unit and attached garage. Insure the garage does not obstruct the required openings for light and ventilation nor hamper the installation of utilities. Accessory structures shall not include spaces for pantries, bath, toilet, laundry, closet or utility rooms. An accessory structure could affect the appearance of the unit; insure all materials, roof lines etc, match the unit itself. The specifications shall be on RH Guide 7A, Description of Materials for Manufactured Homes, or other acceptable and comparable description of materials. This information is to include the actual anchorage of the unit to the foundation. For the contract it must be completed as per 1924-6. Detailed floor plans are not required for the manufactured home; however, a schematic floor plan should be submitted.
3. Design to be Certified on Form RD 1924-25 "Plan Certification". Any plan for basements, garage or any other structure must be certified by an architect.
4. Need a statement from the dealer-contractor indicating any cash payment or rebate as a result of the purchase will be deducted from the purchase price and not be paid to the applicant.
5. Need statement from dealer-contractor that the price is for the unit and development activity and that if furniture is being purchased by the applicant with other funds, a lien will not be taken against Rural Development Security.
6. Must provide HUD Zone Thermal Certification.

Construction issue:

- Must watch for quality affecting issues. (Site, unit selected, etc.)
- Must do construction inspection, footing and final. For the inspection there are two required, #1 and #3 as per 1924.9 (b) (1), (2) and (3). This will be the footing inspection and the final inspection. In the event there is to be a garage attached a second footing inspection may be required and if the garage walls are to be finished the # (2) inspection (open wall) would also be required. The final inspection should be made within two working days after erection or placement on the foundation to insure compliance and to insure the correct unit is on site.
- Be sure the top of the foundation is adequately above grade to allow proper drainage away from the unit.
- Must have tongue, axles, brakes, wheels and lights removed.
- Strongly encourage upgrades: 1-8
 1. Plumbing fixtures
 2. Cabinets with the entire front as solid wood and not veneer.
 3. Exterior site improvements comparable to stick built.
 4. Concrete steps that are anchored to the foundation.
 5. Concrete sidewalks and drive.
 6. Landscaping including grass, trees, and shrubs.
 7. The back porch could be a deck or concrete steps
 8. The purchase of furniture is not an authorized loan purchase. Furniture, including movable articles of personal property as drapes, beds, bedding, chairs, sofas, divans, lamps, tables, television, radios, stereo sets, and other similar items of personal property. Furniture does not include wall to wall carpet, refrigerators, ovens, ranges, washing machines, clothes dryers, heating or cooling equipment, or other similar equipment.
 9. Stake Survey

1. Plot plan (showing the location of the house and all buildings on the property, the well, or water system and the location of the septic system and percolation field if dwelling is outside of city with approved systems.)
2. Health Dept. approver on well and septic system.
3. Ownership of property.
4. Copy of the Dealer's Warranty.
5. Plans for manufactured dwelling must show:
 - Front, Sides, and Rear Elevations
 - Floor Plan
 - Foundation Plan (Meeting the 2000 IRC)
 - Basement Plan (Showing Location of support Columns).
 - Wall Section
 - Engineered Truss Detail or rafters.
 - Electrical Layout and Wiring to Heating and Cooling in Conduit with Main Disconnect.
 - Location of the Heating & Cooling System showing the duct system, floor registers and cold air returns.
 - Stairs Detail to basement
 - Water Supply Location and Sump Pump in Basement and drain system for sump pump.
 - Must do lot inspection on 1924-12 and the Single Family Housing Site Checklist; this is Attachments 5-B in HB-1-3550.
 - Payment will be made to the dealer/contractor and not to sub contractors.
 - The soil can be treated before or after construction for termites. For the termite control, refer to RD AN No. 3997 (1924-A) July 14, 2004. This states that NPCA (National Pest Management Association) Forms NPCA-99a and 99b.